

**CITY OF SEQUIM
PLANNING COMMISSION MINUTES
SEQUIM CIVIC CENTER
152 WEST CEDAR STREET
SEQUIM, WA**

June 7, 2016

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL:
Present: Protze, Sterhan, Thompson, Wiseman.
Excused: Mahalick, Wendt, Janisse.

2. APPROVAL OF MINUTES: March 1, 2016

The March 1, 2016 minutes were unanimously approved.

3. ITEMS FROM THE PUBLIC NOT ALREADY ON THE AGENDA

4. NEW BUSINESS

5. UNFINISHED BUSINESS

- a. Finalize agenda / date for Commission 2016 Retreat (continued discussion)

Hugo commented on the Facilitator Request Form for the Planning Commission Retreat. He provided a draft agenda for discussion. Thompson suggested John Wayne Marina as a location.

He stated Brandon Janisse stopped by the office and he had a discussion with Chris Hugo suggesting some topics. Hugo reviewed his suggestions.

Hugo said in the future there will be a couple quasi-judicial applications to be heard this year. Each will have 60-100 homes. A subdivision is a discretionary decision by the Council. Some portions of the code are weak as relates to the new Comprehensive Plan. One criteria for evaluating discretionary decisions is that the proposal should be consistent with the Comp Plan.

At the retreat we may have a land use seminar for you. The speaker could talk about quasi-judicial procedures; the different between Comp Plan and zoning code and the connection between the two. We will have an ice-breaker activity for the Retreat.

In 2016 you will also review the Capital Improvement Program.

Sterhan feels we should defer until the other commissioners are in attendance to reflect on the treat agenda. Thompson is interested in the neighborhood revitalization and Capital Improvement Program topics. She feels this agenda is good but may have new ideas later. The Commissioners will contact Hugo with any additional topics.

The new subdivisions are Legacy Ridge at 7th Avenue and River Road; another is an extension of an existing plat close to WalMart that hasn't yet been submitted; and on Miller Road east of Sequim Avenue there is a plat that will expire in a couple months that hasn't been submitted yet. Hugo gave a brief explanation of how a plat may work at this time prior to the zoning code being revised.

Sterhan felt the decisions for approval have already been made by staff before bringing to the Commission. Hugo explained the Commission's role in review and approval, and how applications are vested.

b. [Update on Interim Zoning Code Update process \(Focus Group table attached\)](#)

Hugo said he is still filling slots on the focus groups for zoning implementation. The focus group will start by reading the Comp Plan policies as guidance.

Sterhan suggested someone from the Senior Center to assist on the Lifestyle District focus group. Hugo will set up the meetings for each group.

Wiseman asked if they could attend one of the other groups as an observer. Hugo said they are open meetings. They can attend, however, if 4 or more attend a meeting it has to be noticed.

Protze is not available on Fridays, but available on Monday or Tuesday.

6. DIRECTOR'S REPORT

a. [County-Wide Planning Policies Update](#)

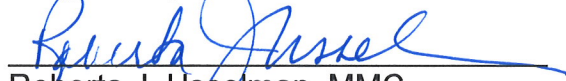
Hugo said we can talk about the Countywide Planning Policies at the retreat. He said the County Commissioners are on board that the Regional Growth Management Steering Committee meet again to revise the Countywide Planning Policies. Other agencies are completing their Comprehensive Plan updates by the end of the year, then the Committee can meet.

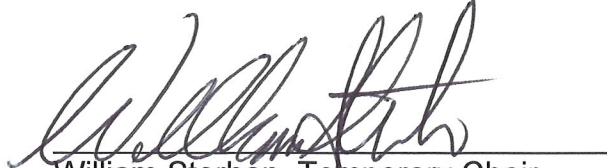
7. [GOOD OF THE ORDER](#)

8. ADJOURNMENT

MOTION to adjourn by Sita Thompson seconded by Roger Wiseman. **Unanimously approved.**

Respectfully submitted,


Roberta J. Usselman, MMC
Deputy City Clerk


William Sterhan, Temporary Chair
Chair and Co-Chair were excused.

Minutes approved at a regular Council meeting held on June 21, 2016.